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27 NOV 1968

MEMORANDUM FOR : Executive Director-Comptroller

SUBJECT : Table of Organization of the Historical Staff

1. This memorandum contains the revised Table of Organization of the Historical Staff and major functions of the Staff for your approval.

2. The Table of Organization of the Historical Staff here presented is discussed more fully in "A Historical Program for the Central Intelligence Agency: Second Report", 30 September 1968. The Report distinguishes between (a) an ongoing, continuing program for the production of histories, and (b) a catching-up program designed to fill in a void of some eighteen years in Agency historical coverage. A further distinction is drawn between overall history or history at the top level and histories of the components of the four directorates and of operations and activities abroad.

3. The Table of Organization now proposed calls for [] positions, in place of [] the present figure. Of these, [] are for the writing of the overall history of the DCI and CIA since 1965, and for directing and editing the historical work at the overall and directorate levels, since 1950; these constituting the principal activities of the Historical Staff. The [] positions comprise [] Historians, [] Intelligence Officer-General, [] Intelligence Assistant, and [] Secretary-Stenographers. The [] Historians include a Chief and a Deputy Chief, Historical Staff; [] Historical Officers, []; and a Curator of the Historical Staff collection. The Intelligence Officer-General will act as a research assistant of the Historical Staff collection. The [] Secretary-Stenographers will be assigned []

4. In addition to the [] are [] temporary positions to run to 1972, designed for the catching-up program at the overall level. The intention is that the backlog shall be eliminated by 1972. These positions include [] Historian, [] Intelligence Officer-General, and [] Clerk-Typist, whose duties will be to assist the

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2.

Historical Writers of the catching-up program at the overall level. The Historical Writers will be either staff members or contract employees engaged in writing the histories of the DCI, O/DCI, and DCI area, for the period 1946/1950 to 1965.

5. This reorganization of the Historical Staff will cause an increase: (a) in the O/DCI ceiling of [redacted], of which [redacted] as just stated, are temporary; (b) in the number of GS-14-18's [redacted] and (c) in average grade, the exact amount of which is yet to be determined.

6. Not included in the above, since they are not part of the proposed Table of Organization are the Historical Writers for the catching-up portion of the overall program, prior to 1965. These writers will be either staff members or contract employees. [redacted]

7. Additional Historical Writers will be required for the components of the O/DCI and DCI area, both for the catching-up and the ongoing programs. These again, are to be either staff members or contract employees.

8. The historical programs in the four Directorates, at present being carried on out of directorate funds, it is expected, will be carried on in the same way for both the backlog and the continuing program. These programs in the Directorates will be directed by the Historical Officers [redacted]. There will also be a Historical Board in each directorate, under a Chairman, with the Historical Officer working closely with his board.

9. Attached then is the proposed Historical Staff T/O.

[redacted]
Howard M. Ehrmann

APPROVED:

See memo dtd 31 Dec 68 to Chief, Historical Staff fr ExDir-Comp
Executive Director-Comptroller Date

Attachment.

Dist: 0 - Chief, Historical Staff
2 - Director of Personnel
1 - D/PPB
1 - ExDir
1 - AO-DCI
1 - ER

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